



**U. S. Department of Justice**

Federal Bureau of Prisons

*Administration Division*

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*Field Acquisition Office*

*346 Marine Forces Drive  
Grand Prairie, Texas 75051*

March 5, 2007

Re: RFQ 21451-0001-7, Small Business Management Certificate Program  
Federal Correctional Institution, Fort Dix, New Jersey

Dear Quoter:

Accompanying this letter is a solicitation package prepared by the Federal Bureau of Prisons, Field Acquisition Office, for the acquisition of a Small Business Management Certificate Program for the Federal Correctional Institution, Fort Dix, New Jersey. This package contains all the necessary information for submitting a quote for evaluation.

When submitting quotes, quoters should consider all information provided herein. Please carefully follow all instructions located in the solicitation package concerning the content, format, and submission of quotes. **Detailed information can be located in Section A.17 of the solicitation.**

All potential quoters are advised that this solicitation includes clause FAR 52.212-4 (Feb 2007) for Commercial Items, Central Contractor Registration (CCR). This clause requires all contractors doing business with the Federal Government after September 30, 2003, to be registered in the CCR database. Quoters should include their Data Universal Number System (DUNS) number in their offers. The Contracting Officer will verify registration in the CCR database prior to award by entering the potential awardee's DUNS number into the database. Failure to complete the registration procedures outlined in this clause may result in elimination from consideration for award.

Sealed quotes must be received on or before the deadline of April 6, 2007, at 2:00pm Central Time. Quotes shall be submitted to the following address:

**Doug Fear, Contract Specialist  
Federal Bureau of Prisons/Field Acquisition Office  
U.S. Armed Forces Reserve Complex  
346 Marine Forces Drive  
Grand Prairie, Texas 75051**

Mailed and hand-carried quotes must be delivered to the Contract Specialist at the address shown above no later than the time specified as the deadline for receipt of quotes. The official point of receipt for hand-carried quotes will be in the receptionist's area at the address listed above. Please do not submit quotes to any location other than the one listed above. Quotes received after the deadline will be processed pursuant to Federal Acquisition Regulation 52.212-1(f).

Please place any questions you may have in writing and fax them to (972) 352-4545 to my attention. We will consider all questions received and provide responses, where appropriate.

Sincerely,

/s/

Doug Fear, Contract Specialist  
Federal Bureau of Prisons  
Field Acquisition Office